

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE  
WASHINGTON, DC

# FSIS NOTICE

60-04

12/23/04

## FSIS DOMESTIC SAMPLE COLLECTION FORMS FOR MEAT AND POULTRY PRODUCTS

This notice provides FSIS personnel with information about the various official FSIS forms to identify samples and request laboratory analyses. These forms can be obtained from a variety of Agency sources and are to be utilized and handled in the appropriate manner to ensure the integrity of laboratory sample data and of the legal chain of custody of the sample.

### ***Salmonella* PR/HACCP Sample Sets**

The official form used for *Salmonella* performance standard testing under the Pathogen Reduction/HACCP final rule (9 CFR310.25 and 318.94) is FSIS Form 10,210-7. When a sample set is scheduled by the Pathogen Reduction Enforcement Program (PREP) application at headquarters, sufficient forms to complete the set with a few extras (in cases where samples are discarded) are generated and mailed to the Inspector-in-Charge (IIC) at the scheduled establishment. If more samples are discarded than extra forms sent, the scheduling application will automatically generate additional forms that will be mailed to the IIC.

However, if replacement forms are needed by inspection program personnel, additional forms can be requested by sending an email to the [Sampling Forms - Headquarters](#) outlook address, with the following information:

Establishment Number

IIC Name

Salmonella Performance Standard FSIS Form 10,210-7

Daytime phone number, if available

The Front-line Supervisor should be sent a copy of this email by the person requesting the additional forms.

**DISTRIBUTION:** Inspection  
Offices; T/A Inspectors; Plant Mgt;  
T/A Plant Mgt; TRA; ABB; TSC;  
Import Offices

**NOTICE EXPIRES:** 1/1/06

**OPI:** OPPED

## Directed Micro and Residue Sampling

The official form for directed sampling for *E. coli* O157:H7 in raw ground beef products, ready to eat meat and poultry products, *Salmonella* in egg products, and the residue monitoring program is FSIS Form 10,210-3. This form is printed and the sampling is scheduled, at headquarters on a routine basis, based on information in the PBIS Establishment Profile. A PREP schedule report is generated for the District with the scheduled date for the FSIS verification sampling. Replacement forms are not generated. Similarly, if a sample collected for one of these requests is discarded upon receipt at the laboratory, a replacement sample is not requested. If a form is not received within the scheduled timeframe for sample collection, email the [Sampling Forms – Headquarters](#) Outlook address so that this form can be cancelled in the Agency's PREP database. The email should include:

Establishment number,  
Sampling project,  
Scheduled sample collection date (used to cancel the form)  
(Form number if known).

The Front-line Supervisor should be cc'd on this email.  
If the form is located after sending this notification, please destroy the form.

## Follow-up Sampling

When a ready-to-eat (RTE) product sample or raw ground beef product is found to be positive for a microbial pathogen, the District Manager (DM) or his or her designee may request follow-up samples via email to the [Sampling Forms – Headquarters](#) Outlook address, with the following information:

Establishment number  
Sample ID (form) # of the positive sample  
Pathogen for which the sample was positive  
Number of sample request forms needed  
Date forms are needed  
Daytime phone number, if applicable

Forms will be sent to the IIC at the establishment's IIC Mailing address as entered into the PBIS Establishment Profile.

## Intensified Verification Sampling (IVT) Sampling

The DM or his or her designee may request collection of samples under Intensified Verification Testing (IVT) in such cases as when an FSIS or establishment sample of a food contact surface that comes into contact with a post-lethality exposed RTE product tests positive for a pathogen of public health concern. The DM or his or her designee may request IVT samples (IVT sampling may include product sampling, direct product contact surface sampling, or environmental sampling) via email to the [Sampling Forms – Headquarters](#) Outlook address, with the following information, the email to Sampling Forms – Headquarters should contain:

- Establishment number
- Sample ID (form) # of the positive sample
- Pathogen for which the sample was positive
- Number of sample request forms needed:
  - # product (INTPROD) forms
  - # direct product contact surface (INTCONT) forms
  - # non-product contact surface (INTENV) forms
- Whether operation being tested is producing Kosher product
- Date forms are needed
- Location to which to send the forms (establishment, District Office, etc.)
- Daytime phone number, if applicable

**NOTE:** The sampling supplies for IVT sampling are pre-packaged in “units,” with each unit consisting of supplies to collect 3 product samples and 15 surface samples. Keep this in mind when requesting forms. Supplies for IVT should be requested via the [Sampling Supplies – Western Lab](#) Outlook address.

## Collector-generated Samples

Some samples are collected when FSIS personnel observe something that leads them to determine that product is adulterated or misbranded. Depending on the type of analyses needed, the forms could be the FSIS Form 10,600-1, 10,000-2, or other official FSIS forms. These forms are all available from Beltsville Service Center and can be ordered on-line at the following address:

[http://www.bsc.usda.gov/newbsc\\_website/contact.asp](http://www.bsc.usda.gov/newbsc_website/contact.asp)

FSIS personnel with sample collection among their responsibilities should keep a supply of these forms on hand.

*Philip S. Derfler/s/*

Assistant Administrator  
Office of Policy, Program, and Employee Development